



AGENDA

Public Records Board Monday, June 15, 2020 - 1:00 pm

Please be advised: This meeting will be conducted remotely via Skype.

To attend the meeting, click: [Join Skype Meeting](#)
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To attend the meeting via phone, call: (608) 316-9000 and use PIN: 66697816#

**If you believe you are unable to attend this meeting remotely,
please call (608) 266-2996 at least 24 hours prior to the meeting.**

1. Call to Order (Ferguson)
2. Approval of November 18, 2019 Minutes *
3. Comments from Chair (Ferguson) – Blessing retirement. COVID-19 impact on Board meetings and the Chair's annual letter. Status of the Administrative, County, and School District General Records Schedules.
4. Committee Reports
 - a. Records Management Committee (Ferguson) *
 - i. Review of Records Retention Disposition Authorizations (RDAs) on First and Second Quarter 2020 Public Records Board (PRB) Record Series Indexes (<https://publicrecordsboard.wi.gov/Pages/Meetings/PRB.aspx>)
 - 142 RDAs from 17 state agencies
 - 77 RDAs from 8 counties and local governments
 - 8 RDAs from the University of Wisconsin
 - 16 RDAs from the General Records Schedules
 - b. Operations and Training Advisory Committee Report (Laundrie) – Julie Laundrie will provide an update on the Committee.
 - i. PRB Training Materials
5. Other Business:
 - a. Annual Elections of Public Records Board Officers *
6. Adjourn

* Items scheduled for Board action. The Board may also take action on other agenda items as appropriate.